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17 July 1972

MEMORANDUM FOR: Assistant Deputy Director of Security (PTOS)

SUBJECT : Agency Annual Report

Forwarded herewith as an attachment is this Division's contribution to the Agency Annual Report. For ease of identification, the items have been grouped by Branch or Staff.



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Deputy Chief, Physical Security Division

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EXEMPT FROM GENERAL DECLASSIFICATION SCHEDULE  
OF E. O. 11652, EXEMPTION CATEGORY:  
5B(1), (2), (3) or (4) (circle one or more)

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AGENCY ANNUAL REPORT  
PHYSICAL SECURITY DIVISION

I. MAJOR DEVELOPMENTS

[REDACTED]

The most important development which occurred within the [REDACTED] during FY-72 was the application of its expanded resources to the problem of conducting a security analysis, test and evaluation of a remotely accessed resource-sharing computer system. The first system selected for an accreditation test, required by DCID 1/16, is the OCS IBM 360/67-1 Time-Sharing System. This test, now in its initial stage, is an in-depth examination of the procedural, personnel, physical, technical and hardware-software protective features which comprise the total security environment of the computer system to be examined. An important aspect of this test is the utilization of a commercial contractor who will conduct penetration-type testing of the IBM 360/67-1 Operating System. Following the completion of this comprehensive examination, the [REDACTED] will have achieved a significant first step in meeting the challenge contained in DCID 1/16.

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[REDACTED]

The Interagency Advisory Committee on Security Equipment established a subcommittee chaired by a member of this Branch to evaluate the vulnerability of U. S. Government safekeeping equipment and to select a course of action for correcting and/or limiting this problem. This effort has succeeded in convincing both government and private industry of the threat to the overall security of classified documents and has caused, for the first time, a consensus of both to make a concerted effort to correct the problem. Industry has already offered solutions to lessen or correct vulnerabilities while interagency government efforts are proceeding to establish

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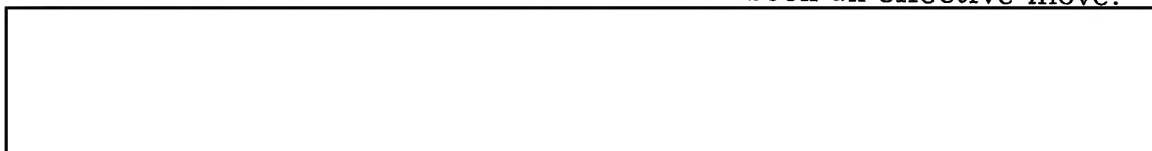
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independent test facilities capable of keeping current with state-of-the-art in this field. Although this effort will probably extend well into FY-74, the accomplishment is evident and could well result in the development and utilization of entirely new locking concepts.



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In FY-72 the Division was given full responsibility for the installation and maintenance of all intrusion alarm systems in the Headquarters area. This was the first time that these systems had been maintained and installed by other than commercial contractors. Evidence to date has indicated that this has been an effective move.



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The almost universal emphasis on pollution-free environment, has presented new problems in classified material destruction. As a result, an entirely new program has been undertaken to obtain devices suitable for emergency classified waste destruction which are sufficiently flexible to meet both pollution and operational requirements. A number of devices have been evaluated and put into use that tend to meet these needs.

#### Safety Staff

The Safety Staff conducted a Vulnerability Survey of all Agency Headquarters Computer Facilities at the request of the Information Processing Board. This survey provided a comprehensive analysis of the damage potential from water, fire and electricity.

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As a result of the Occupational Safety and Health Act, reporting forms were revised and distributed. Briefings describing their duties and responsibilities under the Act were given to 46 component Safety Officers. Approximately 100 copies of the Presidential Order, Occupational Safety and Health Act, and the Labor Department Safety Standards were distributed throughout the Agency to concerned offices.

Preparation of special quarterly and annual reports to the Secretary of Labor regarding: (1) implementation of safety standards required by the Occupational Safety and Health Act, (2) record keeping and reporting as required by the Occupational Safety and Health Act, and (3) annual safety and health report for calendar year 1971.

II. MAJOR ACCOMPLISHMENTS AND FAILINGS (for increased effort)

[REDACTED]

Improved Communications - During the reporting period the [REDACTED] utilized its expanded resources to develop effective communication channels with the operating computer components. The addition to this Branch of personnel possessing genuine computer expertise and practical experience was a significant factor in this improved exchange of information. Consequently, the [REDACTED] has been able to exert an informal influence over computer security policy decisions made within the four principal operating components within the Agency. This influence has been extended beyond that which is reflected in the formal flow of interoffice communication.

Improved Comprehension of Computer Security Problems - Another of the beneficial effects which resulted from the application of additional human resources to computer security problems is a better awareness of the nature and scope of the whole computer security problems which exists within CIA. This educational process has permitted the development of improved computer security guidelines, based upon greater knowledge of the general problem as well as an awareness of the unique problems in each computer center.

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Participation in Hardware-Software Security Tests - Another important accomplishment in the past year was the participation of members of the [ ] in testing of the hardware-software security features of two different computer systems. Information derived from these tests has been of assistance in the analysis of CIA computer security problems, as well as demonstrating the potential for positive collection techniques which may be of interest to the Clandestine Service. A member of the [ ] was selected to serve on the Software Evaluation Panel of the Intelligence Community Test Team that was assembled to conduct the multi-level security test of the DIA Time-Sharing System. The second significant test of a computer software system was the intra-agency test of the IBM developed Resources Security System software package. This was held between September 1971 and February 1972.

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Office of Security Approval of the CAPER-OS and CENBAD Systems - The [ ] acting as the interface between the Office of Security and the Support Information Processing Staff (SIPS), supervised the internal Office of Security staffing and coordination which culminated in the acceptance by the Director of Security of the SIPS proposals for the Case Processing (CAPER-OS) and Central Badging (CENBAD) Systems. These sub-projects of the comprehensive DD/S Manpower Control System have the potential for making a significant change in the operations of several Office of Security components.

Resource Limitations - A weakness which became increasingly evident during the year was the fact that the human resources available to the [ ] did not permit equal coverage of the Agency's four computer centers. Branch personnel, by necessity, have concentrated the majority of their efforts on the OCS System, while other systems and offices having real or potential computer security problems have not received the attention these problems warrant. Another consequence of this limitation on [ ] resources is the inability of Branch personnel to undertake follow-up inspections of previous actions. The beginning of a series of accreditation tests will further strain [ ] resources and limit its ability to effectively monitor all individual computer security problems.

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SIPS Security Problems - The   
Branch has not undertaken a detailed analysis of the security and privacy concerns inherent in the adoption of the DD/S SIPS Manpower Control System. The use of an on-line, real-time data base, which will contain current medical, personal, financial, and security records about each staff employee, will require careful analysis to insure that the twin concerns of security and privacy are adequately controlled.

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Several major modifications to the Headquarters closed circuit television system have been developed in-house that have improved the overall reliability. Additionally, the closed circuit television system installed  utilizing motion detecting circuits has been under actual in-use test. Modifications to this system have been developed in-house and have resulted in bringing the false alarm rate of this type system to a tolerable level.

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A new security container approved for Federal Supply Schedule has been tested and evaluated by members of this Branch and our counterparts in the Department of State. In the course of the evaluation, numerous weaknesses were found that made the container substandard. Efforts have been completed with the manufacturer of the container to incorporate in his basic design features that make the container more secure and suitable for overseas use.

During the year a number of commercial locking devices have been evaluated for residential installation. The information gained from this evaluation has been included in briefings and training programs conducted by the Branch for personnel going abroad confronted with securing their premises against vandalism and burglarious attack. Training aids and displays of these residential locking devices have also been made and installed in the Branch training facility.

Due to the emphasis in ecology, a program has been undertaken through Technical Services Division to develop a [redacted] collector that would be lightweight and inexpensive and that can be used with existing installations [redacted] overseas. A prototype collector has been completed and its value proven in FY-72. Further test and evaluation will continue into FY-73 and hopefully field testing of two of these devices will be accomplished within the next six months.

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In a continuing effort to remain current with the increasing number of different units of security equipment, the Branch has called upon its liaison contacts in industry to furnish detailed schematics, brochures, blueprints, etc., concerning each unit of equipment. These drawings and information pamphlets have been taken and reproduced into effective training aids and have been distributed not only to Agency trainees, but to other agencies having similar training programs. For the first time the Branch is in possession of exploded view drawings and detailed parts literature on every

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model safe and vault door developed and in government use since 1955. Also a considerable number of drawings and training aids concerning the latest locks [redacted] have also been developed.

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Safety Staff

One hundred and fifty-four safety meetings and conferences were attended by the Safety Staff to advise various components throughout the Agency of the most practical and economical means of providing a safe work environment for personnel within the limit described by the Occupational Safety and Health Act.

The Safety Staff conducted comprehensive fire and safety surveys of [redacted] three Headquarters facilities. The reports of these surveys are forwarded to the Directorates involved who reply with a status report.

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Eighty-five special inspections were completed to determine: (1) the adequacy of emergency lighting for exit purposes; (2) fire protection for computer and essential electronic areas; (3) special purpose vaults; (4) traffic safety; (5) electrical and mechanical equipment, etc.



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The Safety Staff is also responsible for coordination of local explosive ordnance disposal units in the Washington area to insure proper response in times of emergency. The staff, on its own on occasion, had to remove from buildings and destroy such material as nitrate film, ethylene oxide, potassium nitrate, magnesium plates, etc. Approximately ten operations of this nature were conducted by the Safety Staff.

Twelve special tests were conducted to insure the safety of Agency personnel. Such tests included noise levels, electrical ground and atmospheric for such toxic elements as CO - CO<sub>2</sub> and ozone.

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In the furtherance of the Fire Protection Program, 24 operations were conducted to test members of the Security Duty Office and Federal Protective Service in their reaction to simulated emergency conditions. Included also were actual test of fire protection and detection systems and fire drills evacuating ten buildings in the Washington area.

Twenty-six selected personnel from various Directorates were given special training in fire fighting, resuscitation, use of gas masks, extinguishment of Molotov cocktails, and pyrotechnic items, and use of tear gas material.

The Safety Staff reviewed approximately 501 reports of personal injuries, 80 reports of motor vehicle accidents, and 11 reports of fires. Detailed information of each accident was recorded in the Safety Staff files for the annual analyses.

Completed annual analyses of all occupational injuries incurred by CIA employees, accidents, and fires involving CIA motor vehicles and property. A comprehensive report of these analyses was prepared and distributed to the Deputy Director for Support for briefing the Director of Central Intelligence and also to members of the CIA Safety Committee in accordance with the Annual Report to the Secretary of Labor.

Prepared four quarterly reports to the Federal Safety Council, Department of Labor, advising of the disabling injury frequency rate for injuries incurred by CIA employees as required by the Secretary of Labor.

In order to comply with the Presidential Directive to cooperate and assist the Secretary of Labor in providing a good safety program for the Federal Government, the members of the Safety Staff have attended and participated in approximately 20 Headquarters regional, and special interest group safety meetings.

Thirty-five personnel from various Directorates were briefed regarding fire alarm systems in the Headquarters and Printing Services Buildings.

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### III. AHEAD

[REDACTED]

The [REDACTED] has identified two significant trends which it believes will have a potentially important impact upon the computer security environment within CIA.

The first of these is the eventual grouping of the now separate CIA computer centers into one interconnected network. Thus a computer job submitted for processing to ISD computer center could have the potential of being accomplished by a CRS or OCS computer. The full security ramifications of this interconnection have yet to be fully understood and studied.

The requirement of DCID 1/16 for the accreditation of computer systems used to process multi-level sensitive compartmented information will result in additional analysis, test and evaluation projects being conducted. Each of these tests will contribute to the body of knowledge available about the computer security environment found in CIA.

[REDACTED]

It is envisioned that the Division will be placing increased emphasis on R&D and D&E through the designated components, TSD and DD/S&T.

#### Safety Staff

The Safety Staff will conduct approximately 19 comprehensive fire and safety surveys of [REDACTED] Headquarters facilities.

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Approximately 35 Safety Officers representing various components within the Agency will be briefed regarding their, as well as the Agency's, responsibilities under the Occupational Safety and Health Act and Executive Order 11612. Copies of the Act, Executive Order, and Safety Standards will be distributed to these Safety Officers.

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Fifty-two unannounced simulated after-hours fire drills will be conducted in the Headquarters Building to evaluate the effectiveness of existing emergency response procedures.

It is anticipated that approximately 200 personnel from various Directorates will be given special training in fire fighting, resuscitation, use of gas masks, extinguishment of Molotov cocktails, pyrotechnic items, and use of tear gas material.

Approximately 150 personnel from various Directorates will be briefed regarding the operation of fire alarm systems in the Headquarters and Printing Services Division Buildings.

Approximately 30 fire alarm tests by the Safety Staff are scheduled for the next fiscal year. These tests will be of sprinkler systems, rate-of-rise set temperature systems, smoke detection systems, and manual alarm systems.

Reports of personal injuries, accidents, and fires will continue to be analyzed as received, with the more serious incidents in the Headquarters area being investigated by Safety Staff personnel. Appropriate quarterly and annual reports will be submitted to the Secretary of Labor as required by the Occupational Safety and Health Act.

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

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FROM:

O/HJ

EXTENSION

NO.

255-4

DC/PhySD

DATE

17 July 1972

TO: (Officer designation, room number, and building)

DATE

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

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ADD/PTOS

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